

ARIZONA FAMILY LITERACY FORMS AND REPORTS SUBMITTAL DATES 2003-2004

Dates due to Family Literacy Office	Forms/Reports
September 30, 2003	Intake Forms (Note change to reflect the data system frames) Pre-K Success Pre-test Scores Consent Forms Roster Matching Parent and Child(ren)
October 31, 2003	PEP Pre-Ratings for the Selected Families
Monthly	Electronic Data and Attendance Entered
February 15, 2004	Mid-Year Assessments Entered into Data System
June , 2004	Exit Forms PEP Post-Ratings for the Selected Families Roster Matching Parent and Child(ren) Community Service Report Final Narrative of Year
July 15, 2004	Complete all Electronic Data System Recording

FAMILY LITERACY CONTACT

Sue Yale

Family Literacy Coordinator
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The above hard reports are the only ones that you need to send to Sue. Please enter all enrolled parent and child(ren)information, attendance and assessment outcomes into the data system on a regular/monthly basis.